

Wons Background Investigations Certification Checklist

Please fax, email, or mail the following items to:

Wons Background Investigations, LLC
5639 Executive Circle
Little Suamico WI 54141
Phone: 920-826-2335
Fax 920-227-2241
bill@wonsbackgroundchecks.com

Items Required

- Membership Application (see below)
- Credit Card Information Sheet (see below)
- Signed Service Agreement (see below)
- Copy of a Photo ID (Drivers license, Passport, Residence Card, Military or Government ID)
- Signed List of all residential property owned with physical addresses
- Property Tax Bill for all residential property owned
- Copy of a Signed Lease with landlord name and property address

After we receive your information and approve your account, your credit card will be billed a onetime \$50 certification fee. We will then contact you to schedule an appointment for an online demonstration.

Please contact us at 920-826-2335 for any questions or concerns.

Thank you.

Membership Application

Full Name: _____

Address: _____

Date of Birth: _____ Social Security Number: _____

City: _____ State: _____ Zip: _____

Website: _____

The specific purpose for which TransUnion Data will be used: Tenant Screening

Classification of End User (sole proprietor, partnership, corporation, etc.) _____

If sole proprietor or partnership, please complete the following for each partner:

Owner/Partner Name _____

Address: _____

City: _____ State: _____ Zip: _____

Social Security Number: _____

Tax ID Number _____

Owner/Partner Name _____

Address: _____

City: _____ State: _____ Zip: _____

Social Security Number: _____

Tax ID Number _____

Print Name

Signature

Date

Credit Card Information Sheet

Card Type (circle one) Visa MasterCard Discover

Card Number _____

Expiration Date

Month _____

Year _____

First Name _____

Last Name _____

Address _____

City _____

State _____

Zip _____

Signature _____

**SERVICE AGREEMENT
FOR TENANT SCREENING SERVICES**

This Contract and Agreement is made by and between _____ ("End User") and Wons Background Investigations, LLC ("Wons") for the services outlined below and the parties agree that the following shall constitute a service contract between the End User and Wons.

1. **SERVICES PROVIDED:** Wons agrees to furnish to End User the following: Person Search, Credit Reports, Educational Verifications, Employment Verifications, Reference Interviews, County Criminal Court Searches, Federal Criminal Record Searches, Nationwide Criminal Database Search, Instant Driving Records, Drug Testing, InstaEviction National Lookup, Tenant Scorecard and other background information ("Consumer Report") as requested by the End User. Wons will use its best efforts to deliver the Consumer Report requested in an expeditious manner, however, Wons shall have no obligation or liability to End User for any delay or failure to deliver Consumer Report caused by the parties providing data or information to Wons or by any other third party.

2. **DISCLAIMER OF WARRANTY/LIMITATION OF LIABILITY:** The Consumer Report obtained by Wons is derived from databases and records that have been created and maintained by various government agencies, private companies, and other contributors that are not under the control of Wons. Responsibility for the accuracy of the information contained in the Consumer Report and these databases and records rests solely in the contributor. End User waives any and all claim or claims against Wons arising out of or related to the accuracy of the Consumer Report, databases and records.

3. **PAYMENT REQUIREMENTS/COLLECTION:** End User agrees to pay Wons the applicable charges for the various services rendered to End User as specified in Wons' service list, which is subject to change from time to time. End User agrees to pay all applicable charges immediately by credit card or within thirty (30) days of receipt of the information or Consumer Report requested. All monetary obligations to Wons for services rendered which are past due fifteen (15) days or more shall bear interest at the rate of eighteen percent (18%) per annum. In the event that legal action is necessary to obtain the payment of any monetary obligations to Wons, End User shall be liable to Wons for all costs and reasonable attorneys' fees incurred by Wons in collection of such obligations.

4. **END USER'S ACKNOWLEDGMENT OF COMPLIANCE WITH THE FAIR CREDIT REPORTING ACT:** The Fair Credit Reporting Act (FCRA) governs the activities of consumer reporting agencies, as well as the users of the information procured from these agencies. A Consumer Report contains personal data, therefore, use of such information is strictly regulated by the FCRA. End User represents to Wons as follows:

A. End User is a _____ (insert type of business) and has a permissible purpose for obtaining Consumer Reports in accordance with the Fair Credit Reporting Act (15 U.S.C. §1681 et seq.) including, without limitation, all amendments thereto ("FCRA"). The End User certifies its permissible purpose as:

i) In connection with a credit transaction involving the consumer on whom the information is to be furnished and involving the extension of credit to, or review or collection of an account of the consumer; or

ii) In connection with the underwriting of insurance involving the consumer or review of existing policy holders for insurance underwriting purposes, or in connection with an insurance claim where written permission of the consumer has been obtained; or

iii) In accordance with the written instructions of the consumer; or

iv) For a legitimate business need in connection with a business transaction that is initiated by the consumer, including, but not limited to, tenant screening; or

v) As a potential investor, servicer or current insurer in connection with a valuation of, or assessment of, the credit or prepayment risks.

B. End User certifies that End User shall use the Consumer Reports: (a) solely for the End User's certified use(s); and (b) solely for End User's exclusive one-time use. End User shall not request, obtain or use Consumer Reports for any other purpose including, but not limited to, for the purpose of selling, leasing, renting or otherwise providing information obtained under this Agreement to any other party, whether alone, in conjunction with End User's own data, or otherwise in any service which is derived from the Consumer Reports. The Consumer Reports shall be requested by, and disclosed by End User only to End User's designated and authorized employees having a need to know and only to the extent necessary to enable End User to use the Consumer Reports in accordance with this Agreement. End User shall ensure that such designated and authorized employees shall not attempt to obtain any Consumer Reports on themselves, associates, or any other person except in the exercise of their official duties.

C. End User will maintain copies of all written authorizations for a minimum of five (5) years from the date of inquiry.

D. THE FCRA PROVIDES THAT ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMATION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER TITLE 18 OF THE UNITED STATES CODE OR IMPRISONED NOT MORE THAN TWO YEARS, OR BOTH.

E. End User shall use each Consumer Report only for a one-time use and shall hold the report in strict confidence, and not disclose it to any third parties; provided however, that End User may, but is not required to, disclose the report to the subject of the report only in connection with an adverse action based on the report. Moreover, unless otherwise explicitly authorized in an agreement between Wons and its End User

for scores obtained from TransUnion, or as explicitly otherwise authorized in advance and in writing by TransUnion through Wons, End User shall not disclose to consumers or any third party, any or all such scores provided under such agreement, unless clearly required by law.

F. With just cause, such as violation of the terms of the End User's contract or a legal requirement, or a material change in existing legal requirements that adversely affects the End User's agreement, Wons may, upon its election, discontinue serving the End User and cancel this agreement immediately.

G. End User will request scores only for End User's exclusive use. End User may store scores solely for End User's own use in furtherance of End User's original purpose for obtaining the scores. End User shall not use the scores for model development or model calibration and shall not reverse engineer the score. All scores provided hereunder will be held in strict confidence and may never be sold, licensed, copied, reused, disclosed, reproduced, revealed or made accessible, in whole or in part, to any person, except (i) to those employees of End User with a need to know and in the course of their employment; (ii) to those third party processing agents and other contractors of End User who have executed an agreement that limits the use of the scores by the third party only to the use permitted to End User and contains the prohibitions set forth herein regarding model development, model calibration, reverse engineering and confidentiality; (iii) when accompanied by the corresponding reason codes, to the consumer who is the subject of the Score; (iv) to government regulatory agencies; or (v) as required by law.

5. **INDEMNIFICATION/HOLD HARMLESS:** End User acknowledges that it has read and understands the requirements of the Fair Credit Reporting Act, End User agrees that it will comply with all such requirements, and End User agrees that it shall defend, indemnify and hold Wons, its directors, officers, employees, agents, successors and assigns, harmless from any and all claims, liability, costs or damages whatsoever arising out of or related to End User's failure to comply with the requirements of the FCRA. End User further agrees that it shall defend, indemnify and hold Wons, its directors, officers, employees, agents, successors and assigns, harmless from any and all claims, liability or damages whatsoever arising out of or related to the accuracy or use of the services or data provided under this Agreement.

6. **NOTICE OF CHANGE IN BUSINESS INFORMATION:** End User shall notify Wons of any of the following events: change of address; change in ownership; merger; change in business name or change in the nature of business that in any way affects End User's right to request and receive Consumer Reports; or change in user names for obtaining Consumer Reports.

7. **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

8. **WAIVER:** The failure of either party to insist in any one or more cases upon the strict performance of any term, covenant or condition of this Agreement will not be construed as

a waiver of a subsequent breach of the same or any other covenant, term or condition; nor shall any delay or omission by either party to seek a remedy for any breach of this Agreement be deemed a waiver by either party of its remedies or rights with respect to such a breach.

9. SUCCESSORS: This Agreement shall inure to the benefit of and bind the heirs, personal representatives, successors, and assigns of the parties.

End User and Wons have executed this Agreement on this _____ day of _____, 20____, intending to be legally bound thereby.

END USER:

Company Name

Web Address

Full Address

City

State

Zip

Print Your Name

(_____) _____
Phone Number

(_____) _____
Fax Number

Signature

E-mail address

WONS BACKGROUND INVESTIGATIONS, LLC

By: _____

William Wons, Member
5639 Executive Circle
Little Suamico, WI 54141
www.WonsBackgroundChecks.com
Phone: (920) 826-2335